

TO: CITY COUNCIL
FROM: GLENDA MUSE, CLERK
DATE: NOVEMBER 13, 2015

MEMORANDUM

THE AGENDA REVIEW FOR THE NOVEMBER 17, 2015, CITY COUNCIL MEETING IS SCHEDULED FOR MONDAY, NOVEMBER 16, 2015, IN COUNCIL CHAMBERS, 2ND FLOOR, CITY HALL BUILDING, 71 EAST TROY STREET.

TIME: 4:00 P.M.

A WORK SESSION MAY FOLLOW FOR ANY ITEMS THE COUNCIL MAY WISH TO DISCUSS.

CC: MAYOR
CC: COO
CC: CFO
CC: CITY ATTORNEY
CC: DEPT. HEADS
CC: NEWS MEDIA
CC: LOBBY POSTINGS

TUPELO CITY COUNCIL MEETING AGENDA

TUESDAY, NOVEMBER 17, 2015

6:00 P.M.

INVOCATION: COUNCILMAN LYNN BRYAN
PLEDGE OF ALLEGIANCE: COUNCILWOMAN NETTIE DAVIS

CALL TO ORDER: PRESIDENT PALMER

**CONFIRMATION OR AMENDMENT
OF AGENDA AND AGENDA ORDER**

4. PROCLAMATIONS, RECOGNITIONS AND REPORTS AGENDA

- JS 4.1 RECOGNITION OF BOY/GIRL SCOUTS
- JS 4.2 RECOGNITION OF CITY EMPLOYEES
- 4.3 PUBLIC RECOGNITIONS
- JS 4.4 REPORT FROM "QUALITY OF LIFE" COMMITTEE BY
 MR. ROBIN HAIRE
- JS 4.5 MAYOR'S REPORT

5. NO PUBLIC AGENDA

6. ACTION AGENDA

- SH 6.1 REVIEW/ADOPT TUPELO COMPREHENSIVE
 TRANSPORTATION PLAN (MAJOR THOROUGHFARE
 PROGRAM)

7. ROUTINE AGENDA

- 7.1 REVIEW/APPROVE MINUTES OF REGULAR COUNCIL
 MEETING OF TUESDAY, NOVEMBER 3, 2015
- 7.2 REVIEW/PAY BILLS
- JS 7.3 REVIEW/APPROVE PROCLAMATION DECLARING
 ADDITIONAL HOLIDAYS FOR CITY EMPLOYEES

- TW 7.4 REVIEW/APPROVE REQUEST TO SURPLUS ITEMS
 FOR TUPELO FIRE DEPARTMENT
- SH 7.5 REVIEW/ACCEPT MINUTES OF PLANNING
 COMMITTEE MEETING OF NOVEMBER 2, 2015
- JT 7.6 REVIEW/APPROVE CHANGE ORDER NO. 2 FOR
 TUPELO SRF FY13 WATER SYSTEM IMPROVEMENTS –
 AREA 3 – AUBURN

8. NO STUDY ITEMS

9. EXECUTIVE SESSION

10. ADJOURNMENT

2.1

MUNICIPAL MINUTES, CITY OF TUPELO
STATE OF MISSISSIPPI
NOVEMBER 3, 2015

Be it remembered that the regular meeting of the Tupelo City Council was held in Council Chambers at the City Hall Building on Tuesday, November 3, 2015, at 6:00 p.m. with the following in attendance: Council Members Markel Whittington, Lynn Bryan, Travis Beard, Nettie Y. Davis, Buddy Palmer, Mike Bryan, and Willie Jennings; City Attorney Ben Logan; and Glenda Muse, Clerk of the Council.

The invocation was led by Councilman Lynn Bryan, followed by the Pledge of Allegiance led by members of a Girl Scout Troop from East Heights Baptist Church.

IN THE MATTER OF CALLING THE MEETING TO ORDER

President Palmer called the regular City Council meeting to order at 6:00 p.m.

IN THE MATTER OF CONFIRMATION OR AMENDMENT OF AGENDA AND AGENDA ORDER

Upon a motion by Vice-President Lynn Bryan and a second by Councilman Whittington, the council voted unanimously to confirm the agenda and agenda order, amended as follows:

DELETE: Public Agenda
DELETE: Item #7.6 – Listing of Lot Mowing of Properties

4. **PROCLAMATIONS, RECOGNITIONS AND REPORTS AGENDA**

IN THE MATTER OF RECOGNITION OF BOY/GIRL SCOUTS

Members of Girl Scout Troop #20205, sponsored by East Heights Baptist Church, were recognized by President Palmer. Scouts present included Regan Plunkett, Georgia McGee, and McKenna Allen.

IN THE MATTER OF RECOGNITION OF CITY EMPLOYEES

No city employees were present for recognition.

IN THE MATTER OF PUBLIC RECOGNITIONS

The following public recognitions were made by City Council Members:

Davis – Councilwoman Davis commented on the good turnout for the election being held today.

MUNICIPAL MINUTES, CITY OF TUPELO
STATE OF MISSISSIPPI
NOVEMBER 3, 2015

Jennings – Expressed appreciation to the Human Resources Department for sponsoring the AFLAC Heisman Trophy display which had been at City Hall this past week.

IN THE MATTER OF PROCLAMATION IN RECOGNITION OF “NATIVE AMERICAN HERITAGE MONTH”

President Palmer read a proclamation in recognition of “Native American Heritage Month” being observed during the month of November 2015. The National Society of Daughters of the American Revolution is responsible for this observance and Susie Dent, Chairman of the American Indians Committee of the local Mary Stuart Chapter of DAR, accepted the proclamation from President Palmer. Mary Stuart was the first teacher in Tupelo to teach the Chickasaw Native American young ladies, as well as Tupelo young ladies, in the front room of her home. The Mary Stuart Chapter, together with the City of Tupelo, is working with the Chickasaw Nation on historical, cultural and preservation projects.

IN THE MATTER OF REPORT REGARDING “ACCOUNTABILITY TASK FORCE”

Dr. Coniglio, Chairman of the Mayor’s “Accountability Task Force”, gave a brief update on the progress of the group. He stated the Task Force originally decided to use the 2025 Comprehensive Plan which had been adopted by the City in 2008 as a guide. However, after a review of the Plan, it was decided that due to its complexity, they would incorporate many of its goals into the Mayor’s T.U.P.E.L.O. Plan. From this effort, fifty goals were established as a framework on which to focus. The members visit each City Department monthly to review what they are doing and what their difficulties, if any, are. He stated the City government had been very cooperative and many noteworthy accomplishments had been noted. Dr. Coniglio said the Task Force is also planning to review the Tupelo Major Thoroughfare Program plans.

5. PUBLIC AGENDA

(Deleted from agenda.)

6. ACTION

(No items)

MUNICIPAL MINUTES, CITY OF TUPELO
STATE OF MISSISSIPPI
NOVEMBER 3, 2015

7. ROUTINE AGENDA

IN THE MATTER OF REVIEW/APPROVE MINUTES OF REGULAR CITY COUNCIL MEETING

Upon a motion by Councilman M. Bryan and a second by Councilman Jennings, the council voted unanimously to approve the minutes of the regular City Council meeting of Tuesday, October 20, 2015.

IN THE MATTER OF REVIEW/PAY BILLS

Upon a motion by Councilman L. Bryan, seconded by Councilman Whittington, the council voted unanimously to approve payment of the following checks, bills having been reviewed at 4:30 p.m. by Council Members L. Bryan, Beard and Palmer:

Check Nos. 320222 through 320638 (Pool Cash Fund)
Electronic transfers as shown on the face of the docket.
Invoices as shown on the face of the docket.
Requests made by AFLAC to reimburse employees under Flex-One Plan
as shown on the face of the docket.

IN THE MATTER OF REVIEW/APPROVE NOMINATION TO HISTORIC PRESERVATION COMMISSION

Upon a motion by Councilman L. Bryan, seconded by Councilman Jennings, the council voted unanimously to approve the nomination of Mr. Matthew Oswalt to the Historic Preservation Commission. The Historic Preservation Committee had approved his application for appointment at their October 8, 2015, meeting. A copy of his bio is attached to these minute as **APPENDIX A.**

IN THE MATTER OF REVIEW/APPROVE REQUEST FOR APPROVAL FOR MAYOR TO SIGN NOTICE OF INTENT TO APPLY FOR A CLG GRANT FROM MISSISSIPPI ARCHIVES AND HISTORY (MDAH)

Upon a motion by Councilwoman Davis, seconded by Councilman Beard, the council voted as follows for approval to allow Mayor Shelton to sign a Notice of Intent to Apply for a Certified Local Government (CLG) grant from the Mississippi Department of Archives & History by the Tupelo Historic Preservation Society for rehabilitation of the structure known as the Spain House. The City of Tupelo is serving only as a pass-through for this grant with Doyce H. Deas, Treasurer/Project Manager/CLG Coordinator of the Tupelo Historic Preservation Society, handling necessary paperwork involved with the grant application.

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Vote on the issue was as follows:

VOTING AYE: Whittington, Beard, Davis, Palmer, M. Bryan, Jennings
ABSTAINING: L. Bryan

IN THE MATTER OF REVIEW/APPROVE FINANCIAL REPORT FOR
TUPELO ELECTRIC DEPARTMENT, JUNE 30, 2014-2015

Greg Jarrell, representing Franks, Franks, Jarrell & Wilemon, P. A., had reviewed for the City Council the Financial Report for the Tupelo Electric Department for June 30, 2014-2015, at the agenda review on Monday, November 2, 2015. He informed the Council that the report was a "clean" report with no instances of noncompliance with government standards. He complimented all city staff members involved in the preparation of the report for their cooperation with the auditors.

Upon a motion by Councilman L. Bryan and a second by Councilman Whittington, the council voted unanimously to approve this financial report, a copy being attached to these minutes as **APPENDIX B.**

IN THE MATTER OF REVIEW/APPROVE DEDICATION OF RIGHT-OF-WAY
FOR WEST JACKSON STREET DEVELOPMENT

Upon a motion by Councilwoman Davis, seconded by Councilman Beard, the council voted unanimously to approve a Resolution Accepting Proposed Street Right-of-Way in West Jackson Street Construction Project for Dedication and Maintenance. The Neighborhood Development Corporation has requested the City to accept this proposed right-of-way.

City staff members recommend this action, and find it would be in the best interest of the public convenience and necessity that the proposed R.O.W. be accepted for construction of the street by the City and dedication to the public and maintenance by the City. This action would allow construction of the street to proceed.

An executed copy of the resolution, together with a plat of the R.O.W. to be accepted, is attached to these minutes and made a part hereof as **APPENDIX C.**

MUNICIPAL MINUTES, CITY OF TUPELO
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**IN THE MATTER OF REVIEW/APPROVE RESOLUTION DECLARING AS
SURPLUS CERTAIN REAL PROPERTY AND AUTHORIZING CONVEYANCE
OF PROPERTY TO TUPELO PUBLIC SCHOOL DISTRICT**

Upon a motion by Councilman Beard, seconded by Councilman Whittington, the council voted unanimously to approve a Resolution Declaring as Surplus Certain Real Property Adjoining the Tupelo Public School District Martin Luther King, Jr. Campus and Authorizing the Conveyance of the Property Pursuant to Section 21-17-1 of the Mississippi Code of 1972.

The City of Tupelo owns portions of the real property adjoining the Tupelo Public School District's Martin Luther King, Jr. Early Childhood Education Center campus on North Green Street. This property has ceased to be used for municipal purposes and it is not anticipated it will be used in the operation of the municipality of Tupelo in the future. Neither is the sale of the property necessary or desirable for the financial welfare of the city. The Tupelo Public School District is a public school district in which the land is situated, and the District has requested the City donate the real property to further the District's efforts to promote and foster the educational welfare of the City.

An executed copy of the Resolution outlining actions to be taken to accomplish this conveyance is attached hereto as **APPENDIX D.**

**IN THE MATTER OF REVIEW/APPROVE REQUEST TO ALLOW TUPELO
POLICE OFFICER TO WEAR POLICE UNIFORM AND HAVE PROPER
EQUIPMENT TO WORK SECURITY AT BELK DEPARTMENT STORE**

Police Chief Bart Aquirre had submitted a request to city officials to allow a Tupelo police officer to wear police uniform and to have proper city-issued equipment for help with security and deterrent at the Belk Department in the Mall at Barnes Crossing. Liability and the fee for the officer's detail will come from Belk. The officer requesting to serve in this capacity is Kevin Moore.

Upon a motion by Councilman L. Bryan and a second by Councilman Beard, the council voted unanimously to approve this request of Chief Aquirre to allow this officer to service in this capacity.

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IN THE MATTER OF REVIEW/AWARD/REJECT BID FOR TUPELO WATER AND LIGHT DEPARTMENT

Upon a motion by Councilman M. Bryan, seconded by Councilman Jennings, the council voted unanimously to award the following bid as recommended by Johnny Timmons, Manager, Tupelo Water and Light Department:

Bid No. 1388WL Rebuild International 2254 w/Sewer Vactor (Unit 2) to the low qualified bid submitted by Sansom Equipment Co., Inc. in the amount of \$58,847.46.

A copy of the bid package is attached to these minutes and made a part hereof of a **APPENDIX E.**

IN THE MATTER OF REVIEW/AWARD/REJECT BID FOR TUPELO WATER AND LIGHT DEPARTMENT

Upon a motion by Councilman Jennings and a second by Councilman M. Bryan, the council voted unanimously to award the following bid as recommended by Johnny Timmons, Manager, Tupelo Water and Light Department:

Bid No. 1383WL – SRF FY 14 Sewer System Improvements – Area 2 North – Deer Park to the low qualified bid submitted by Ensco, LLC, in the amount of \$1,857,907.00

This bid was also recommended by Cook Coggin Engineers. A copy of the bid package is attached to these minutes and incorporated herein as **APPENDIX F.**

IN THE MATTER OF REVIEW/APPROVE CHANGE ORDERS FOR TUPELO WATER AND LIGHT DEPARTMENT

Upon a motion by Councilman Jennings, seconded by Councilman M. Bryan, the council voted unanimously to approve the following change orders as submitted by Johnny Timmons, Manager, Tupelo Water and Light Department:

Tupelo SRF FY13 Sewer System Improvements – Area 1 – Beech Springs – Change Order No. 3 – This change order is necessary due to a revised paving scope and a revision to replace overhead power with underground power and relocate the control panel. This change order will add \$53,013.92 to the contract amount with no additional days for completion. The revised contract amount is \$1,431,139.41.

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Tupelo SRF FY13 Sewer System Improvements – Area 3 – Auburn – Change Order No. 2 – This change order covers the replacement of service line cleanouts with caps and t-posts as markers. This change order is a deduction of \$13,195.00 with no additional days for completion. The revised contract amount is \$1,957,216.00.

Mr. Timmons advises he has reviewed the above change orders and finds them to be correct. Copies of the same are attached hereto as **APPENDIX G.**

8. STUDY AGENDA

**IN THE MATTER OF REVIEW/DISCUSS TUPELO COMPREHENSIVE
TRANSPORTATION PLAN**

At the request of Council Members M. Bryan and Davis, this item will be moved to the next agenda.

9. EXECUTIVE SESSION

Upon a motion by Councilman M. Bryan, seconded by Councilwoman Davis, the council voted unanimously to close the regular meeting to determine the need for an executive session.

Upon the advice of legal counsel, Councilman M. Bryan moved to go into executive session to discuss an economic development matter. The motion was seconded by Councilman Beard and unanimously approved by the council.

Upon a motion by Councilman Beard and a second by Councilwoman Davis, the council voted unanimously to come out of executive session and return to the regular meeting with no action needed in open session.

MUNICIPAL MINUTES, CITY OF TUPELO
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NOVEMBER 3, 2015

IN THE MATTER OF ADJOURNMENT

Upon a motion by Councilman Jennings, seconded by Councilwoman Davis, the council voted unanimously to adjourn the regular meeting at 6:55 p.m.

PRESIDENT

ATTEST:

CLERK OF THE COUNCIL

APPROVED:

MAYOR

#1.3

STATE OF MISSISSIPPI

Office of the Governor



PROCLAMATION

WHEREAS, pursuant to Miss. Code Ann. Section 3-3-7, Thanksgiving Day, Christmas Day and New Year's Day are declared legal holidays in the State of Mississippi; and

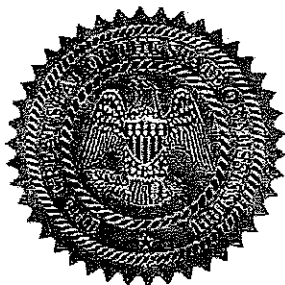
WHEREAS, during the Thanksgiving holiday and Christmas and New Year's season, many state employees will spend time with their families in Mississippi and in other states:

NOW, THEREFORE, I, Phil Bryant, Governor of the State of Mississippi, pursuant to the authority vested in me under the Constitution of the State of Mississippi and applicable statutes of the State of Mississippi, do hereby authorize the closing of all offices of the State of Mississippi on Thursday, November 26, 2015, in observance of THANKSGIVING DAY; on Friday, December 25, 2015, in observance of CHRISTMAS DAY; and on Friday, January 1, 2016, in observance of NEW YEAR'S DAY.

IN ADDITION, I hereby authorize the executive officers of all state agencies, in their discretion after considering the interests of the people of the State of Mississippi and the staffing needs of their respective agencies, to close all offices of the State of Mississippi on Friday, November 27, 2015, in further observance of the Thanksgiving holiday, on Thursday, December 24, 2015, in further observance of Christmas and on Thursday, December 31, 2015, in further observance of New Year's Day; and to staff their respective agencies as needed during the Thanksgiving holiday and Christmas and New Year's season.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Mississippi to be affixed.

DONE in the City of Jackson, on the 5th day of November in the year of our Lord, two thousand and fifteen, and of the Independence of the United States of America, the two hundred and fortieth.



Phil Bryant

PHIL BRYANT
GOVERNOR

BY THE GOVERNOR

C. Delbert Hosemann, Jr.
C. DELBERT HOSEMAN, JR.
SECRETARY OF STATE

7.4

Memorandum

To: Mayor Shelton and City Council Members
From: Thomas Walker ^{TW}
Date: November 10, 2015
Re: Surplus property

I respectfully request that the following items be placed on the surplus list. The items are listed and a simple explanation of why they need to be surplus.

Property Tag # 10600	1999 Ford Explorer	repair exceeds value
Property Tag # 11935	Computer	inoperable technology
Property Tag # 11936	Computer	inoperable technology

7.5

Memo

To: Mayor and City Council
From: Patrick Falkner
Subject: Routine Agenda: Planning Committee minutes
Date: November 10, 2015

Attached are the minutes of the Planning Committee meeting of November 2, 2015.

- **FLEX15-07** - Flexibility Zoning Review from Dorothy Leasy of LIFT, Inc., to allow re-establishment of a non-conforming use, day care center at 811 South Canal Street.

Approved

TUPELO PLANNING COMMITTEE

November 2, 2015

CALL TO ORDER

Chairwoman Margaret Ann Kennedy called the meeting to order. Mr. Bill Smith provided the invocation and Mr. Goodwin the Pledge of Allegiance. Members present were Mr. Jim Goodwin, Ms. Margaret Ann Kennedy, Ms. Doris Jean Pittman, Mr. Rud Robison, Mr. Bill Smith, Mr. Gus Hildenbrand, Ms. Patti Thompson, Mr. Ted Moll, and Mr. Scott Davis. Staff present were Pat Falkner and Marilyn Vail.

REVIEW OF OCTOBER MINUTES

The minutes were approved, on a motion by Mr. Smith and a second by Mr. Davis.

REPORT ON COUNCIL ACTIONS

Mr. Falkner reported that the minutes from October 5 were approved by the City Council council at their October 20 meeting.

NEW BUSINESS

FLEX 15-07: Re-establish nonconforming use at 811 South Canal Street

Applicant Dorothy Leasy appeared on behalf of the property owner, LIFT Inc., to explain that the building had been constructed as a day care center and had been continuously operated as such until August of this year, when the Head Start budget was cut. As a non-profit, LIFT needs the revenue from lease of the building.

Mr. Hildenbrand asked if LIFT was going to operate a day care center in the building. Ms. Leasy said no, that a private daycare provider would lease the building and run the day care operation. She introduced Candice Buchanan as the lease.

Ms. Buchanan said that she had been providing home day care and would expand her services with the new facility. The service would include extended hours to meet the needs of working parents with later shift jobs.

Ms. Kennedy asked how many employees would be required.

Ms. Buchanan said 4 to 6 eventually.

Ms. Kennedy asked if the facility would have to be licensed.

Ms. Buchanan answered that the Health Department is responsible for licensing day care services.

Mr. Goodwin made a motion to approve the application. The motion was seconded by Mr. Smith and approved unanimously.

Mrs. Kennedy asked if there were any applications to be heard in December. Mr. Falkner said that there would be. Mrs. Kennedy set the committee's work session for November 30 and the regular meeting for December 7.

Mr. Robison made a motion to adjourn, seconded by Mrs. Thompson, with all voting in favor.

Planning Department Staff Analysis / Tupelo Planning Committee

Application No:	FLEX 15-07	Application Type: FLEXIBLE USE
Meeting Date:	November 2, 2015	Parcel No: 112E-04-006-02
Applicant:	Dorothy Leasy	Status of Applicant: Executive Director, Lift Inc., property owner
Location:	811 South Canal Street	
Purpose:	To allow reestablishment of nonconforming use	
Present Zoning:	Medium Density Residential	
Existing Land Use:	Vacant building	
Surrounding Zoning:	Medium Density to north, east, and south; Mixed Use Commercial Corridor to west	
Setback Requirements:	Front: 10-50 feet Side: 5 feet rear: 10 feet	
Applicable Regulations:	14.5 Change or re-establishment of nonconformities	

Special Information: The facility was built under previous code when day care centers were allowed by right in residential districts. It was operated until May 2015 by MAPP Headstart.

Driving Directions: Take Main Street East to Veterans Boulevard; south on Veterans approximately 1.5 miles to Canal Street; left on Canal Street, subject property is first building on right side of Canal.

Analysis:

Criteria for re-establishment of a non-conforming use or structure: The Planning Committee must find (a):

- (i) That all access roads and entrance or exit drives to the nonconformity will be adequate with respect to automotive and pedestrian safety and convenience, traffic flow, and control and access in the case of fire or other emergency;

Found: access appears not to have been a problem during the previous operation of the facility.

Planning Department Staff Analysis / Tupelo Planning Committee

(ii) That all off-street parking, loading, refuse collection, and other service areas will be adequate with respect to automotive and pedestrian safety and convenience, traffic flow, economic, noise, glare, odor and other impacts on adjoining properties;

Found: other site facilities also appear to be adequate based on previous use.

(iii) That all water, wastewater treatment, schools, fire and police protection and other necessary public and private utilities and services will be adequate with respect to their location, availability and compatibility with adjoining properties;

Found: Again, the proposed use will be the same in service needs as what the structure was built for.

(iv) That all landscaping, screening, and fencing will be adequate, with respect to the effectiveness of their type, dimensions and character; will be adequate with respect to minimizing the economic, noise, glare, odor and other impacts of the nonconformity on adjoining properties and other properties in the neighborhood;

Found: there will be no external changes to impact the adjoining properties.

(v) That the type, size and intensity of the proposed use, including such considerations as storage of items and arrangement, the size of the site and the location of the use upon it, and the hours of operation and numbers of people who are likely to utilize or be attached to the use, will be adequate with respect to minimizing the impact of the nonconformity upon adjoining properties, other properties in the neighborhood, and the purposes of the use district in which the property is located;

Found: The property is located at the edge between commercial, residential, and vacant land uses and is appropriately located for minimal impact.

(vi) Surface drainage will be adequate with respect to on-site erosion, siltation, pollution, flooding or other detrimental effects of the nonconformity.

Found: no net change to runoff or drainage.

(b) In determining whether the proposed change, re-establishment, expansion, alteration or major repair will substantially injure the value, use and enjoyment of other properties, the Planning Committee shall also consider and balance:

(i) The possible detriment or benefit to the owner of the nonconformity resulting from denying the approval, from approving the request but requiring that the nonconformity be brought wholly or partially into compliance, or from approving the request;

Planning Department Staff Analysis / Tupelo Planning Committee

- (ii) The possible detriment or benefit to the general public resulting from denying the approval, from approving the request but requiring that the nonconformity be brought wholly or partially into compliance, or from approving the request.

Found: With respect to the interests of the building owner, the building was designed for day care use and is not appropriately located for other type commercial use. Day care represents highest and best use of the property.

With respect to the interests of the public, there is a shortage of good quality daycare in Tupelo, in part due to zoning restrictions. The fact that the subject property is already laid out as a daycare center allow the service to be provided with minimal additional cost for the facility.

- (c) The Planning Committee may impose any conditions on approval of the request as it deems necessary to mitigate any potential hazards or problems, or to bring the nonconformity into compliance to the extent necessary to protect the rights and interests of nearby property owners and the general public.

Recommendation: Approval



City of Tupelo

Jason L. Shelton

Mayor

Water and Light

Johnny Timmons, Director

COUNCIL

Markel Whittington
Ward One

Lynn Bryan
Ward Two

Travis Beard
Ward Three

Nettie Y. Davis
Ward Four

Buddy Palmer
Ward Five

Mike Bryan
Ward Six

Willie Jennings
Ward Seven

November 12, 2015

Mayor Jason Shelton and Council of the City of Tupelo
City of Tupelo
Tupelo, Mississippi 38804

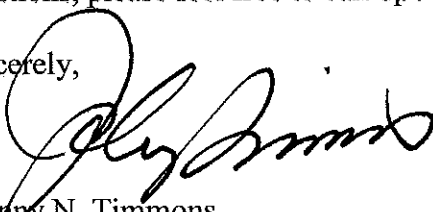
Dear Mayor Shelton and Council Members:

The following change order is submitted for approval at your regular meeting on Tuesday, November 17, 2015:

Tupelo SRF FY13 Water System Improvements – Area 3 – Auburn – Change Order No. 2 – This change order will add 60 days to the contract completion date of this project with a revised completion date of December 30, 2015. This change order is requested in order to complete the connection of individual water services and allow time for Dexter Fortson (telemetry subcontractor) to finish the installation of the telemetry system for the pressure reducing valve arrangement.

I have reviewed this change order and find it to be correct. If you have any questions, please feel free to call upon me.

Sincerely,



Johnny N. Timmons
Manager

Attachment

CONTRACT CHANGE ORDER

OWNER: City of Tupelo

CONTRACTOR: Paul Smithey Construction Company, Inc.

LOAN NUMBER: DWI L-410015-03-0

PROJECT NAME: **Tupelo SRF FY13, Water System Improvements Area 3 - Auburn**

CHANGE ORDER NO. 2 CONTRACT NUMBER: 3-08823

REASON FOR CHANGE: See Attached

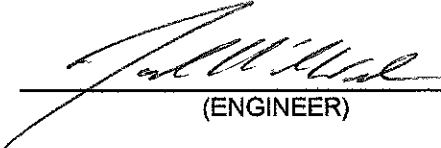
YOU ARE HEREBY REQUESTED TO COMPLY WITH THE FOLLOWING CHANGES FROM THE CONTRACT PLANS, SPECIFICATIONS AND CONTRACT DOCUMENTS: (USE ADDITIONAL SHEETS IF REQUIRED)

ITEM NUMBER	DESCRIPTION OF CHANGES(S)	ORIGINAL COST		REVISED CONTRACT COST	
		Total	Eligible	Total	Eligible


TOTAL CONTRACT CHANGE _____

ORIGINAL CONTRACT AMOUNT:	\$ 763,775.20	
CURRENT CONTRACT AMOUNT:	\$ 763,775.20	
THIS CONTRACT CHANGE:	\$ 0.00	
REVISED CONTRACT AMOUNT:	\$ 763,775.20	
CURRENT CONTRACT COMPLETION DATE:	October 31, 2015	
TIME EXTENSION REQUIRED BY CHANGE:	60 days	
REVISED CONTRACT COMPLETION DATE:	December 30, 2015	

THIS DOCUMENT SHALL BECOME AN AMENDMENT TO THE CONTRACT AND ALL PROVISIONS OF THE CONTRACT SHALL APPLY.

REVIEWED BY: 
(ENGINEER)

11/12/15
(DATE)

ACCEPTED BY: 
(CONTRACTOR)

11-10-15
(DATE)

APPROVED BY: _____
(OWNER)

(DATE)

APPROVED BY: _____
(MSDH REPRESENTATIVE)

(APPROVAL LETTER DATE)

